



# CITY OF NEW CARROLLTON

6016 PRINCESS GARDEN PARKWAY • NEW CARROLLTON, MARYLAND 20784

(301) 459-3771

## APPLICATION AND TEMPORARY CERTIFICATE FOR LICENSE OF RENTAL UNIT

**THIS IS NOT A LICENSE TO RENT**

I, \_\_\_\_\_ the legal owner of the  
property at \_\_\_\_\_, New Carrollton, MD  
do hereby apply for a license to rent the above dwelling unit in the City of New Carrollton.

Owner(s) Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Local Agent's Name: \_\_\_\_\_  
(IF ANY)

Agent's Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name(s) of Agency and/or Person(s) Property Leased To: \_\_\_\_\_  
\_\_\_\_\_

Names of Occupants: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tenant's Phone: \_\_\_\_\_

No. of Persons Living in Dwelling \_\_\_\_\_

I understand that by this application, **I give permission for inspection of the property to determine if this property is in compliance with Chapter 89 of the Code of the City of New Carrollton.** This inspection may be performed without the necessity for obtaining any further permission or judicial warrant, except that the City will provide me and/or my tenant at least seventy-two (72) hours notice prior to any interior inspection. Failure to allow entry for such inspection or failure to require any tenant to allow entry for such inspection shall constitute sufficient reason for the denial or revocation of the rental license or temporary certificate.

**The property owner is responsible for obtaining a lead free certificate, and register with the State of Maryland before a license to rent can be issued by the City of New Carrollton.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner/Agent

Upon signature below, this application shall serve as a temporary certificate pending inspection and license, as provided by the City of New Carrollton.

**PLEASE RETURN BOTH COPIES WITH ALL BLOCKS COMPLETED, FOR SIGNATURE, AND YOUR REMITTANCE IN THE AMOUNT OF \$150.00**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Code Enforcement Office